

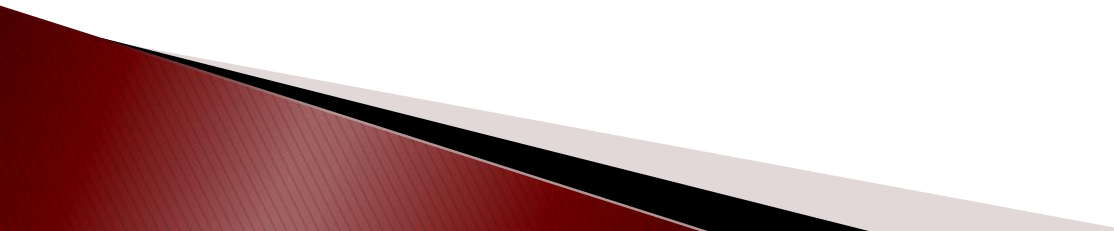
Year 10 Compulsory Work Experience 2018–19

Monday 8th to 12th July 2019

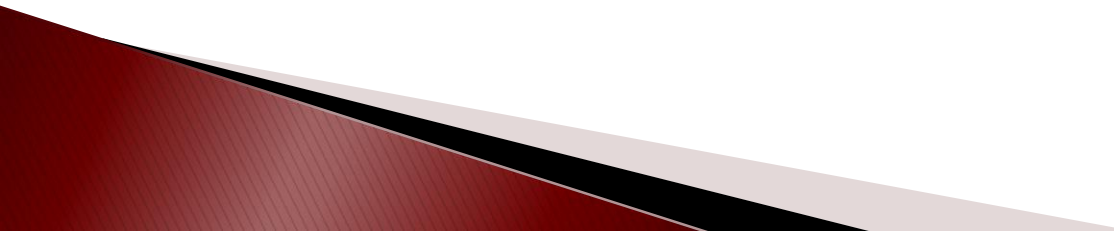
Well done !!

**Now, let's prepare and
make the most of it!**

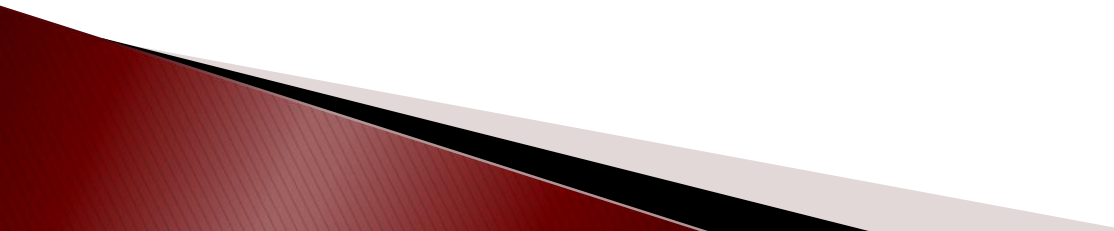
Over the next week?

- Contact the employer to remind them that you are coming.
 - Confirm starting and finishing times.
 - Check what you should wear. Plan your outfits, do some shopping, take the weather into consideration.
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Over the next week?

- Check what you should bring eg. Money, food, ID, phone, etc.
 - Sort out travel.
 - Ask where and who should you meet on your 1st day.
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The night before

- . Prepare your clothes and pack what you need to bring in a suitable bag.
 - . Charge your phone and check you have all contact details for your employer and the school in case of an emergency.
 - . Plan your morning routine: breakfast, time of departure, etc.
 - Relax and have an early night.
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During the Placement

- You will be expected to work business hours. This is anything up to a maximum of 40 hours per week!
- You must contact your employer if you are ill or running late.
- The school will be contacted if you do not attend your placement and in turn we will contact home to find out where you are.
- If you have any issues during your placement you must contact the school.

During the Placement



Let's share with each other!

- You must take photos/videos and create a short caption to go. This must include your name 😊!
- Then, you will send this to:
workexperience@wykhampark-aspirations.org
- Our IT team will be monitoring this email address throughout the week and will be able to get these images / videos onto the twitter page:
<https://twitter.com/Banbury2019>
- Please check before sending picture that you have authorisation to publish them on a public page.

After the Placement

- On completion of Work Experience, employers will be able to leave comments on our Twitter page.
- You will be asked to complete a work experience evaluation form to feedback about your placement

Remember

- Some successful placements can lead to employment
- You can also learn where you don't want to be!
- You might meet a mentor for life!